



## Risk Assessment Template

Task To Be Assessed:	<i>Activity Risk Assessment – Badminton Booking in the Sports Centre</i>		
Assessor Name:	<i>Morley Lewis</i>		
Reference Number:			
Number Of People Exposed:	<i>Up to 6 per booking</i>	Assessment Date:	<i>9.8.19</i>
People Exposed (Staff / Student / Visitor):	<i>Edge Hill Sport Members – Students, Staff, and Community Members</i>		
Department:	<i>FM – Edge Hill Sport</i>	Location Of Activity:	<i>Sports Hall 1, Sports Hall 2,</i>
Activity Description: <small>(Please give a description of the activity you are risk-assessing, including times, number of people, and current controls where applicable)</small>	<i>This assessment considers the risk associated with playing badminton in Edge Hill Sport. The risk associated with the provision of the hall in which badminton is being played are considered on separate Premises Risk Assessments.</i>		

Hazard Checklist – use this to identify the hazards to be considered:

<b>Situational</b>	<b>Tick</b>	<b>Physical / Chemical</b>	<b>Tick</b>	<b>Environmental</b>	<b>Tick</b>
Slip, trip, fall	✓	Harmful substances		Temperature	
Fall from height		Electrical (shock, burns, fire, arcing, explosion etc)		Weather	
Lone Working		Biological agents		Extreme locations (mountains, mud flats etc)	
Manual Handling		Fire			
		Machinery (entanglement, incorrect setup etc)			
		Use of sharps			
		Vehicle movements			


N.B. The above list is not exhaustive and additional options can be found in the Risk Assessment Guidance for Biology (Appendix A) and Media (Appendix B)

HAZARD	PERSONS AT RISK	HOW IS PERSON AT RISK	CONTROL MEASURES	RISK FACTOR*			ADDITIONAL CONTROL MEASURES	RESIDUAL RISK FACTOR*			Action / by whom?	Action / by when
				L	C	R		L	C	R		
Sports Equipment	Participants	Potential impact injury from the collision with the badminton posts	<u>High Visibility Finish</u> The Badminton posts have a yellow finish to make them most visible and reduce the likelihood of occurrence	2	2	4	None Required	1	2	2	N/A	N/A
			<u>Footplate Design</u> The footplate of the badminton post is flat to the floor and secured into the floor with round headed bolts.								N/A	N/A
Prior Health Conditions	Participants	Potential aggravation of prior health conditions causing injury/ill health	<u>PARQ Forms</u> The membership forms include a Physical Activity Readiness Questionnaire which is designed to highlight to the participant any conditions which may need further consideration prior to taking part in sport and physical activity.	2	3	6	None Required	1	3	6	Front of House Team	Ensure Members complete PARQ forms when joining
			<u>Self-Awareness</u> It is reasonable to assume that the participant would consider any health conditions they are aware of when deciding to participate								Members	When deciding to participate
Overcrowding on Court	Participant	Potential injuries cause by congestion on the playing court.	<u>Maximum Number</u> The maximum attendees for a badminton court booking are 6, with the intention that a maximum of 4 will be playing at anyone time rotating with the two who are spectating.	2	2	4	None Required	1	2	2	Hiring Member	When overseeing their booking

Risk Factor / Residual Risk Factor (R) = Likelihood (L) x Consequence (C). Refer to Risk Matrix on final page.

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				L	C	R		L	C	R		
<i>Slips, Trips, and Falls</i>	<i>Participants</i>	<i>Tripping over objects left around the court</i>	<i><u>Hazard Spotting</u> Centre Assistants conduct regular facility inspections.</i>	2	2	4	<i>None Required</i>	1	2	2	<i>Centre Assistants</i>	<i>Periodically throughout the day and when setting up equipment</i>
			<i><u>Participant Observations</u> It is reasonable to assume that members would either move or report to staff any items which could potentially cause a slip or tripping hazard such as litter or roof leaks.</i>								<i>Participants</i>	<i>When participating</i>
		<i>Un-Suitable Footwear</i>	<i><u>Signage</u> Signage in place advising participants to wear non-marking trainers</i>	2	2	4		<i>None Required</i>	1	2	2	<i>Participants</i>

Risk Factor / Residual Risk Factor (R) = Likelihood (L) x Consequence (C). Refer to Risk Matrix on final page.

<p>Assessment conclusion: (i.e. have all foreseeable hazards been identified and control measures put in place to ensure that the risk is as low as reasonably practicable, provided all additional control measures identified have been put in place?)</p>	Yes
Signature of Line Manager / Competent Person:	
Review Date:	The next annual review is due on the 9 <sup>th</sup> August 2020

# Risk Matrix

		CONSEQUENCE				
		1 Insignificant	2 Minor	3 Moderate	4 Major	5 Critical
LIKELIHOOD	1 Rare	1 NO ACTION	2 NO ACTION	3 MONITOR	4 MONITOR	5 MONITOR
	2 Unlikely	2 NO ACTION	4 MONITOR	6 MONITOR	8 ACTION	10 ACTION
	3 Possible	3 MONITOR	6 MONITOR	9 ACTION	12 ACTION	15 URGENT ACTION
	4 Likely	4 MONITOR	8 ACTION	12 ACTION	16 URGENT ACTION	20 STOP
	5 Almost Certain	5 MONITOR	10 ACTION	15 URGENT ACTION	20 STOP	25 STOP

## Risk = Likelihood x Consequence

### Likelihood:

- 1 Rare - this will probably never happen
- 2 Unlikely - do not expect it to happen / recur but it is possible it may do so
- 3 Possible - might happen or recur occasionally
- 4 Likely - will probably happen / recur but it is not a persistent issue
- 5 Almost Certain - will undoubtedly happen / recur, possibly frequently

### Consequence:

- 1 Insignificant – no or minimal injury / insignificant damage to equipment or property
- 2 Minor – minor damage to property, or minor injury or illness requiring minimal medical intervention
- 3 Moderate - injury requiring medical assistance and could result in time off work, damage to property requiring repair
- 4 Major – major injury or damage to property, leading to prolonged time off work, increased time in hospital, and likely prosecution
- 5 Critical – incident leading to multiple permanent injuries, irreversible health effects, or death. Permanent loss of facility, or persecution

### Risk Factor / Residual Risk Factor:

NO ACTION (1-2): No further action, but ensure controls are maintained and reviewed

MONITOR (3-6): Look to improve at next review or if there is a significant change

ACTION (8-12): Improve within a specified timescale

URGENT ACTION (15-16): Take immediate action and stop activity if necessary; maintain existing controls rigorously

STOP (20-25): Stop activity immediately